

## **Program B: Field Services**

Program Authorization: R.S. 15:574.2-15:574.20 and R.S. 401-409

### **PROGRAM DESCRIPTION**

The mission of the Field Services Program is to supervise adult offenders who are released on probation or parole.

The goals of the Field Services Program are:

1. Protect public safety.
2. Facilitate the adjustment and reintegration of offenders into society.

The Field Services Program provides skilled supervision of remanded clients; supplies competent investigative reports involved with sentencing, release, and clemency; and fulfills extradition requirements. Supervision is also exercised over three contract work release centers and the intensive parole cases in the IMPACT program. The division is in charge of collecting various criminal justice funds, supervision fees, victim's restitution, and so forth. Services are provided through offices located in Alexandria, Amite, Baton Rouge, Chalmette, Clinton, Harvey, Lafayette, Lake Charles, Leesville, Minden, Monroe, Natchitoches, New Iberia, New Orleans-West, New Orleans-East, Port Allen (West Baton Rouge), Shreveport, Tallulah, Thibodaux, and Ville Platte.

According to a 1999 Legislative Fiscal Office survey, Louisiana has the fifth highest caseload per agent among southern and south central states. Caseload is not the same as workload. Workload considers not only the number of cases but the level of supervision and number of contacts as well. Although Louisiana law (R.S. 15:571.20) requires a 50-unit workload for adult probation and parole officers, that workload level has been routinely exceeded in many field offices. Act 394 of 1995 requires that, beginning July 1, 1995, the number of work units assigned to each probation and parole specialist performing supervisory and investigative functions be reduced until the number of work units assigned does not exceed fifty. Act 394 further specifies that, beginning July 1, 1997, the department shall not assign more than 50 work units to any probation and parole specialist. However, this goal is contingent upon the availability of funding.

### **OBJECTIVES AND PERFORMANCE INDICATORS**

Unless otherwise indicated, all objectives are to be accomplished during or by the end of FY 2000-2001. Performance indicators are made up of two parts: name and value. The indicator name describes what is being measured. The indicator value is the numeric value or level achieved within a given measurement period. For budgeting purposes, performance indicator values are shown for the prior fiscal year, the current fiscal year, and alternative funding scenarios (continuation budget level and Executive Budget recommendation level) for the ensuing fiscal year (the fiscal year of the budget document).

**The objectives and performance indicators that appear below are associated with program funding in the Base Executive Budget for FY 2000-01. Specific information on program funding is presented in the financial sections that follow performance tables.**

1. (KEY) To increase the number of investigations conducted.

Strategic Link: This operational objective is related to the program's Strategic Objective I.1: *To increase the number of investigations conducted annually.*

LEVEL	PERFORMANCE INDICATOR NAME	PERFORMANCE INDICATOR VALUES					
		YEAREND PERFORMANCE STANDARD FY 1998-1999	ACTUAL YEAREND PERFORMANCE FY 1998-1999	ACT 10 PERFORMANCE STANDARD FY 1999-2000	EXISTING PERFORMANCE STANDARD FY 1999-2000	AT CONTINUATION BUDGET LEVEL FY 2000-2001	AT RECOMMENDED BUDGET LEVEL FY 2000-2001
K	Total number of investigations performed <sup>1</sup>	33,650	42,519	44,631	44,631	44,700	44,700
S	Number of pre-sentence investigations performed <sup>2</sup>	3,800	3,792	4,856	4,856	3,308	3,308
S	Number of pre-parole investigations performed <sup>3</sup>	3,800	3,203	4,010	4,010	4,012	4,012
S	Number of post-sentence investigations performed <sup>4</sup>	4,500	5,189	6,336	6,336	5,868	5,868
S	Number of pre-exit/work release investigations performed <sup>5</sup>	150	69	77	77	72	72
S	Number of clemency investigations performed <sup>6</sup>	300	100	254	254	440	440
S	Number of transfer investigations performed <sup>7</sup>	5,800	6,368	7,709	7,709	7,632	7,632
S	Number of supervision assistance requests performed <sup>8</sup>	14,500	23,798	21,389	21,389	21,368	23,368
K	Average workload per agent (work units)	68	52	73	73	55	55
K	Average number of offenders under supervision	52,974	54,968	55,544	55,544	58,384	58,384
K	Average number of offenders under electronic surveillance	298	116	120	120	200	200

- <sup>1</sup> Investigations completed by field staff for the sentencing judge to assist in the sentencing decision making process.
- <sup>2</sup> Investigations completed by field staff for the Parole Board to assist in the granting or denying of parole decision making process.
- <sup>3</sup> Investigations completed by field staff after the judge has imposed sentence to assist in classification and rehabilitation of the offender.
- <sup>4</sup> Investigations completed by field staff for the Parole Board to assist in the granting or denying of entrance into a work release program.
- <sup>5</sup> Investigations completed by field staff for the governor and/or the Pardon Board to assist in the granting or denying of the offenders requested relief.
- <sup>6</sup> Investigations completed by field staff and sent to other states for the purpose of either transferring a Louisiana case out of state or the acceptance of another state's case for supervision in Louisiana.
- <sup>7</sup> Investigations completed by field staff of one district (within the State of Louisiana) to another district (within the State of Louisiana) for the purpose of transferring cases, securing information, and securing any assistance that the requesting district may need.
- <sup>8</sup> Workload considers not only the number of cases but the level of supervision and number of contacts as well.

GENERAL PERFORMANCE INFORMATION:			
PROBATION AND PAROLE CASELOADS IN SOUTHERN REGION (As of July 1, 1999)			
STATE	NUMBER OF OFFENDERS	NUMBER OF PROBATION AND PAROLE AGENTS	NUMBER OF OFFENDERS PER AGENT
Alabama <sup>1</sup>	35,561	361	98.5
Arkansas <sup>1</sup>	35,561	232	153.3
Florida	156,458	2,547	61.4
Georgia <sup>1</sup>	135,670 <sup>2</sup>	753	180.1
Kentucky	16,511	294	56.2
<b>Louisiana</b>	<b>55,649</b>	<b>539</b>	<b>103.2</b>
Maryland <sup>1</sup>	87,708	642	136.6
Mississippi	15,456	158	97.8
Missouri	63,059	1,177	53.6
North Carolina	113,132	1,982	57.1
Oklahoma <sup>3</sup>	30,103	295	102
South Carolina <sup>1</sup>	33,887	574	59
Tennessee	40,132	509	78.8
Texas	344,215	3,323	103.6
Virginia	37,562	670	56.1
West Virginia	1,325	28	47.3
TOTAL/AVERAGE	1,201,969	14,084	85.3

<sup>1</sup> Probation and parole services are provided by a separate agency.

<sup>2</sup> Figure is only for probationers and does not include parolees.

<sup>3</sup> Probation and Parole also supervises 176 inmates assigned to pre-parole conditional supervision, specialized supervision, and electronic monitoring programs. There were 7,153 banked (administrative) cases on probation and 391 on parole.

Source: *Adult Correctional Systems: A Comparative Data Report Submitted to the Fiscal Affairs and Governmental Operations Committee*, Southern Legislative Conference, Council of State Governments, October 1999.

## RESOURCE ALLOCATION FOR THE PROGRAM

Field Services	ACTUAL	ACT 10	EXISTING	CONTINUATION	RECOMMENDED	RECOMMENDED
	1998-1999	1999- 2000	1999- 2000	2000 - 2001	2000 - 2001	OVER/(UNDER) EXISTING
MEANS OF FINANCING:						
STATE GENERAL FUND (Direct)	\$20,064,502	\$25,545,019	\$25,564,554	\$27,513,308	\$24,609,366	(\$955,188)
STATE GENERAL FUND BY:						
Interagency Transfers	0	0	0	0	0	0
Fees & Self-gen. Revenues	10,282,261	7,308,435	7,308,435	7,308,435	9,908,435	2,600,000
Statutory Dedications	0	0	0	0	0	0
Interim Emergency Board	0	0	0	0	0	0
FEDERAL FUNDS	1,335,948	0	0	0	0	0
TOTAL MEANS OF FINANCING	<u><u>\$31,682,711</u></u>	<u><u>\$32,853,454</u></u>	<u><u>\$32,872,989</u></u>	<u><u>\$34,821,743</u></u>	<u><u>\$34,517,801</u></u>	<u><u>\$1,644,812</u></u>
EXPENDITURES & REQUEST:						
Salaries	\$22,559,701	\$23,593,667	\$23,593,667	\$24,449,940	\$23,383,937	(\$209,730)
Other Compensation	28,861	23,945	23,945	23,945	901,645	877,700
Related Benefits	3,684,798	3,822,581	3,822,581	3,940,281	4,020,711	198,130
Total Operating Expenses	3,634,240	4,159,395	4,738,395	4,833,780	4,897,637	159,242
Professional Services	411,243	355,320	355,320	362,426	405,320	50,000
Total Other Charges	318,904	319,546	319,546	329,551	329,551	10,005
Total Acq. & Major Repairs	1,044,964	579,000	19,535	881,820	579,000	559,465
TOTAL EXPENDITURES AND REQUEST	<u><u>\$31,682,711</u></u>	<u><u>\$32,853,454</u></u>	<u><u>\$32,872,989</u></u>	<u><u>\$34,821,743</u></u>	<u><u>\$34,517,801</u></u>	<u><u>\$1,644,812</u></u>
AUTHORIZED FULL-TIME						
EQUIVALENTS: Classified	827	827	827	827	812	(15)
Unclassified	0	0	0	0	0	0
TOTAL	<u><u>827</u></u>	<u><u>827</u></u>	<u><u>827</u></u>	<u><u>827</u></u>	<u><u>812</u></u>	<u><u>(15)</u></u>

## SOURCE OF FUNDING

This program is funded with State General Fund and Fees and Self-generated Revenues. The Fees and Self-generated Revenues are derived from fees collected from those individuals who are on probation and parole to partially reimburse the agency for the cost of their supervision.

## ANALYSIS OF RECOMMENDATION

GENERAL FUND	TOTAL	T.O.	DESCRIPTION
<b>\$25,545,019</b>	<b>\$32,853,454</b>	<b>827</b>	<b>ACT 10 FISCAL YEAR 1999-2000</b>
			<b>BA-7 TRANSACTIONS:</b>
\$19,535	\$19,535	0	Carry forward for Acquisitions
<b>\$25,564,554</b>	<b>\$32,872,989</b>	<b>827</b>	<b>EXISTING OPERATING BUDGET – December 3, 1999</b>
\$532,050	\$532,050	0	Annualization of FY 1999-2000 Classified State Employees Merit Increase
\$441,645	\$441,645	0	Classified State Employees Merit Increases for FY 2000-2001
\$159,256	\$159,256	0	State Employee Retirement Rate Adjustment
\$579,000	\$579,000	0	Acquisitions & Major Repairs
(\$19,535)	(\$19,535)	0	Non-Recurring Carry Forwards
\$8,339	\$8,339	0	Rent in State-Owned Buildings
\$1,541	\$1,541	0	Maintenance of State-Owned Buildings
\$290,599	\$290,599	0	Salary Base Adjustment
(\$1,203,888)	(\$1,203,888)	0	Attrition Adjustment
(\$178,655)	(\$178,655)	(12)	Personnel Reductions
(\$40,996)	(\$40,996)	0	Salary Funding from Other Line Items
\$877,700	\$877,700	0	Other Adjustments - Other Compensation Adjustment
\$278	\$278	0	Other Adjustments - Allows payment of Compensatory Leave in excess of 540 hours within a calendar year
\$125	\$125	0	Other Adjustments - Adjust Interagency Transfers with the Department of Public Safety for radio user fees
\$0	\$200,238	0	Other Adjustments - Provides travel and supply funding for Peace Officer Standards and Training
(\$52,885)	(\$52,885)	(3)	Other Technical Adjustments - Transfers two (2) Word Processor Operator positions and one (1) Buyer positions to the Administration program to reflect funding in the appropriate program
(\$2,349,762)	\$0	0	Net Means Of Financing Substitutions - Replace State General Fund with Fees and Self-generated Revenues due to the projected overcollection of Probation and Parole Supervision Fees
\$0	\$50,000	0	New and Expanded Adjustments - Provides professional contract for coordination of the Sex Offender Program
<b>\$24,609,366</b>	<b>\$34,517,801</b>	<b>812</b>	<b>TOTAL RECOMMENDED</b>
<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>LESS GOVERNOR'S SUPPLEMENTARY RECOMMENDATIONS</b>
<b>\$24,609,366</b>	<b>\$34,517,801</b>	<b>812</b>	<b>BASE EXECUTIVE BUDGET FISCAL YEAR 2000-2001</b>
			SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON SALES TAX RENEWAL:
\$0	\$0	0	None
<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>TOTAL SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON SALES TAX RENEWAL</b>

			SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE:
\$0	\$0	0	None
<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>TOTAL SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE</b>
<b>\$24,609,366</b>	<b>\$34,517,801</b>	<b>812</b>	<b>GRAND TOTAL RECOMMENDED</b>

The total means of financing for this program is recommended at 103.2% of the existing operating budget. It represents 70.0% of the total request (\$48,425,984) for this program. The decrease in State General Fund is primarily due its replacement with Fees and Self-generated Revenues to properly reflect the projected collection of Probation and Parole Supervision Fees.

### PROFESSIONAL SERVICES

\$355,320	Transfer America, Inc.; contract to return prisoners to Louisiana
\$50,000	Professional Services contract for coordinating the Sex Offender Program
<b>\$405,320</b>	<b>TOTAL PROFESSIONAL SERVICES</b>

### OTHER CHARGES

#### Interagency Transfers:

\$234,902	Rent in state-owned buildings
\$28,805	User fee for radio system - Department of Public Safety
\$6,265	Purchase of gasoline from State Police
\$59,579	Maintenance of State Buildings
<b>\$329,551</b>	<b>TOTAL INTERAGENCY TRANSFERS</b>

### ACQUISITIONS AND MAJOR REPAIRS

\$579,000	Replace twenty-two vehicles and various pieces of office equipment
<b>\$579,000</b>	<b>TOTAL ACQUISITIONS AND MAJOR REPAIRS</b>